



## Financial Assistance Award

### DENALI COMMISSION

510 "L" Street, Suite 410  
Anchorage, Alaska 99501  
(907) 271-1414

**Project Number**  
0045-DC-2001-125

#### Denali Commission Accounting Code

9567000	DC FY01 Funding	\$100,000
Total Commission Funding		\$100,000
Funds Available & Apportioned by OMB		CEE

#### Recipient Name & Address

GrantStation.com, Inc.  
619 E. Ship Creek Avenue, Suite 323  
Anchorage, AK 99501

Phone (907) 455-4105

Fax (907) 455-4815

#### Cost Share Distribution

	Denali Commission	Other contributors	Totals
<b>FY 01</b>	\$100,000		\$100,000
<b>USDA - Rural Development</b>		\$50,000	\$50,000
<b>State of Alaska, Libraries</b>		\$76,960	\$76,960
<b>Totals</b>	\$100,000	\$126,960	\$226,960

**Authority**  
112 Stat 1854

**Project Title**  
Grantstation.com memberships for rural Alaska  
communities

**Award Performance Period**  
From: November 1, 2001  
To: October 31, 2006

This Financial Assistance Award approved by the Federal Co-Chair of the Denali Commission is issued in triplicate and constitutes an obligation of federal funding. By signing the three documents, the Recipient agrees to comply with the Award provisions indicated below and attached. Upon acceptance by the Recipient, two signed Award documents shall be returned to the Federal Co-Chair of the Denali Commission and the Recipient shall retain the third document. If not signed and returned without modification by the Recipient within 30 days of receipt, the Federal Co-Chair may unilaterally terminate this Award.

- ☐ EDA Standard Terms and Conditions Public Works and Implementations Construction Components, dated 3/99
- ☒ Special Award Conditions and Attachments
- ☐ Line Item Budget
- ☐ 15 CFR 24, Uniform Admin Requirements for Grants/Cooperative Agreements to State and Local Governments ([www.access.gpo.gov/nara/cfr/waisidx\\_99/15cfr24\\_99.html](http://www.access.gpo.gov/nara/cfr/waisidx_99/15cfr24_99.html))
- ☐ OMB Circular A-87, Cost Principles for State and Local Governments and Indian Tribal Governments ([www.whitehouse.gov/OMB/circulars/a087/a087-all.html](http://www.whitehouse.gov/OMB/circulars/a087/a087-all.html))
- ☒ OMB Circular A-133, Audits of States, Local Governments and Indian Tribal Governments ([www.whitehouse.gov/OMB/circulars/a133/a133.html](http://www.whitehouse.gov/OMB/circulars/a133/a133.html))
- ☒ 15 CFR, Part 14, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, Other Nonprofit, and Commercial Organizations ([www.access.gpo.gov/nara/cfr/waisidx\\_99/15cfr14\\_99.html](http://www.access.gpo.gov/nara/cfr/waisidx_99/15cfr14_99.html))
- ☐ OMB Circular A-122, Cost Principles for Nonprofit Organizations ([www.whitehouse.gov/OMB/circulars/a122/a122.html](http://www.whitehouse.gov/OMB/circulars/a122/a122.html))
- ☐ OMB Circular A-21, Cost Principles for Educational Institutions ([www.whitehouse.gov/OMB/circulars/a021/a021.html](http://www.whitehouse.gov/OMB/circulars/a021/a021.html))

**Signature of Authorized Official - Denali Commission**

**Typed Name and Title**

Jeffrey B. Staser, Federal Co-Chair

**Date**

10/24/01

**Signature of Authorized Official**

**Typed Name and Title**

Steven Schellong, VP Technology and  
Business Development

**Date**

10/24/01

**Conditions to the Financial Assistance Award**  
**Project No. 0045-DC-2001-I25**  
**Project Title: GrantStation.com Memberships for Rural Communities**  
**Project Recipient: GrantStation.com Inc.**

1. The scope of work for this Financial Assistance Award is development of State and Federal Agency funders in Alaska and memberships to the existing GrantStation.com services to assist in bringing additional funding to rural communities and is explained in greater detail in the attached scope of work. Total Denali Commission (Commission) funding for this projects is \$150,000. Of this \$150,000, \$50,000 of these funds are cost shared by USDA Rural Development and are being obligated to the Commission but will be managed under the terms of this award. An additional \$76,960 is being provided by The State of Alaska Libraries for access to GrantStation.com Inc. (GrantStation) in all public libraries. This is a separate award/contract between GrantStation and the State of Alaska Libraries. All Commission funding is intended for use for the scope of work specified above and in the attached scope of work only. No interest will be accrued on these funds.
2. The Project Officer for GrantStation is Mr. Steve Schellong, and for the Denali Commission Mr. Krag Johnsen.
3. Under this award the Commission will pay GrantStation a total of \$75,000 at the time the financial assistance award is executed. An additional \$25,000 will be paid to GrnatStation from the Commission when the Research and Development section of the scope of work is complete and all State and Federal Agencies are part of the GrantStation Database. The Remaining \$50,000 of this award will be paid to GrantStation by the Commission when the following performance indicators have been met and verification these indicators have been met is approved by the project officer:
  - 1) \$2 Million in grants have been awarded to the clients listed in the project scope of work through the use of GrantStation services.
  - 2) 150 organizations identified in the project scope of work are clients of GrantStation.
4. GrantStation in partnership with Denali Commission will execute a survey to collect information and data regarding the success rate of those using GrantStation in securing grants. This survey will be summarized and provide in report form to the Denali Commission once a year; October 15, 2002 and October 15 2003.
5. A final Financial Status Report (Standard Form 269 – [www.whitehouse.gov/OMB/grants/index.html#forms](http://www.whitehouse.gov/OMB/grants/index.html#forms)) shall be submitted to the Commission Project Officer within 90 days after the end of the Award Performance Period. If the Period is longer then one year, or if the Agreement is revised to extend the Award Performance Period beyond one year, GrantStation must annually submit a completed Standard Form 269 within 90 days after the end of each anniversary of the award date.

6. To receive payment, GrantStation must submit a "Request for Advance or Reimbursement", Standard Form-270 ([www.whitehouse.gov/OMB/grants/index.html#forms](http://www.whitehouse.gov/OMB/grants/index.html#forms)), to the Commission Project Officer.
7. To the maximum extent feasible, considering applicable laws, GrantStation shall accomplish the work of this Agreement utilizing local labor and small, minority owned and disadvantaged businesses.
8. No portion of this award may be used for lobbying or propaganda purposes as prohibited by 18 U.S.C. Section 1913 or Section 607(a) of Public Law 96-74.

## Denali Commission Scope of Work

### October 22, 2001

The following are the terms for providing GrantStation services to 300 City Offices, Village Tribal Offices, Health Corporations, School Districts, Borough Government Offices and Regional Native Non-profit organizations throughout all of Rural Alaska for a total of two years.

#### **Research and Development**

GrantStation will develop funder profiles for approximately 150 Federal and Alaska State active grant making agencies and will include them in the GrantStation funder database within 60-75 days of signature of this agreement.

As with all funding profiles, the Federal and State grant making agencies will be updated in a timely manner to reflect new programs and deadlines.

The Denali Commission will provide assistance to GrantStation to facilitate the inclusion of GrantStation's Research Department on state and federal agency email notification lists for program updates.

#### **GrantStation Memberships**

GrantStation will provide GrantStation Membership services for a term of two years for up to 300 organizations designated by the Denali Commission. The term of two years for organizations' membership does not begin until the organization becomes a client of GrantStation.

To address the fact that there are organizations and communities that do not have high speed Internet access, GrantStation will offer services in two ways:

1. GrantStation Memberships via the Internet
2. Customized Funding Research

Upon execution of this agreement, GrantStation will survey the organizations listed below to ascertain the best way to provide service for each. Contact lists for each will be secured through Alaska Inter-Tribal Council, Association of Alaska School Boards, Alaska Municipal League, and State agencies. Some assistance for securing this contact information may be requested of the Denali Commission.

- Tribal offices
- City offices
- Health Corporations
- Regional Native Non Profits
- Rural School Districts
- Rural Boroughs

For those organizations and communities that do have adequate Internet connectivity, access to the GrantStation Services will be provided via the GrantStation web site.

- ✓ Each Member organization will be provided with one username and password to gain access to the GrantStation web site.
- ✓ Assignment and activation of a Membership may occur at any time after purchase.
- ✓ A Membership becomes active for the period of two full years upon assignment by the Denali Commission, and activation by GrantStation.

For those organizations and communities that do not have adequate Internet access, GrantStation will provide these organizations with a customized funding search for their chosen projects or programs. This service will be provided in cooperation with GrantStation's partner company, the Alaska Funding Exchange (AFE).

The Funding Search reports will include the following information:

- A short summary of the project for which the client is seeking funds,
- A list of sources that are applicable to the project, including complete contact information for the source, and;
- A timeline and suggested plan of action for approaching the sources.

A total of 250 hours of grants research will be provided for this two-year period, or until all of the hours have been used. The Denali Commission may designate which organizations or programs will receive funding research services. Though the amount of time required for each Funding Search will vary depending on the complexity and type of project, each funding search should average five hours of time. This would provide approximately 50 Funding Searches.

Following is a brief outline of how this service will be implemented:

1. A cover letter will be sent out jointly by the Denali Commission and GrantStation announcing this service will be distributed to organizations deemed eligible for this service (hereafter referred to as "the client").. A funding research application form (See attached) will be included with the cover letter for those communities without Internet Access.
2. Clients will return their application forms directly to GrantStation.com. GrantStation/AFE will contact the applicants directly for additional information as needed.
3. The research reports will be completed on a first come, first served basis and mailed directly to the client.
4. Denali Commission staff may review the searches at any time to ensure that they meet the expectations of the Commission and the Client.
5. Alaska Funding Exchange will provide a monthly update to Denali Commission, including a summary of hours worked for each client, conclusions on key issues pertaining to types of projects, and our recommendations on continued technical assistance for each client.

Clients may request additional technical assistance with completing grant applications from AFE or any other grant writing consultants (at their own expense). The Alaska Consultants directory will be sent with each research report, notifying clients of all of the available organizations that are offered to assist them in completing grant applications.

#### **Co-branded GrantStation Insider**

Our weekly eNewsletter, the GrantStation Insider, will be delivered to each of the 300 organizations receiving GrantStation services. The Insider is targeted to Alaskan organizations and provides announcements on important funding opportunities and application deadlines, conferences and trainings, job opportunities, and other FYIs. The Insider will be co-branded with the Denali Commission name and logo and delivered to each Member's email address or fax machine every week for the life of their two-year Membership.

#### **Performance Tracking**

The efficacy of the GrantStation services outlined above will be measured by the following performance measure:

GrantStation will secure a minimum of \$5 Million in grants for clients at the completion of two years.

GrantStation in partnership with Denali Commission will execute a survey to collect information and data regarding the success rate of those using GrantStation in securing grants. This survey will be summarized and provide in report form to the Denali Commission once a year; October 15, 2002 and October 15 2003.

#### **Timeline**

##### **October 2001**

- ✓ Denali Commission and GrantStation Contract Executed
- ✓ R & D project begins
- ✓ Gather contact information for identified organizations
- ✓ Conduct the Internet connectivity assessment
- ✓ Begin activating GrantStation Memberships

##### **November 2001**

- 15<sup>th</sup> - Begin delivery of co-branded GrantStation Insider
- Complete activating GrantStation Memberships

##### **December 2001**

- GrantStation completes R & D phase
- All GrantStation Memberships are activated

#### **Terms of Payment**

The Denali Commission will pay GrantStation a total of \$75,000 at the time a financial assistance award is executed. An additional \$25,000 will be paid to GrantStation from Denali Commission when the Research and Development section of this scope of work is complete and all State and Federal Agencies are part of the GrantStation database. The

additional \$50,000 will be paid to GrantStation by Denali Commission when the following performance indicators are met:

- 1) \$2 Million in grants has been awarded to clients under this contract
- 2) 150 organizations identified under this agreement are clients with GrantStation, either through Internet service or direct funding research.

### **Summary**

In summary, GrantStation will be providing the following services to the Denali Commission:

#### Research and Development

150 new sources                      Value = \$15,000

#### GrantStation Memberships

300 @ 2 years                      Value = \$299,400

#### GrantStation Insider

300 @ 2 years                      Value = \$57,800

Total value of services provided: \$372,200

Total cost to the Denali Commission: \$150,000